Receiving Notifications for WITS Website Changes

This feature will enable people to receive an email when there are changes, such as new quickstart guides to wits.idaho.gov.

- Getting here: Sign in to wits.idaho.gov.
 Select <u>Idaho WITS for IDHW Mental</u> Health.
- 2. Select Receive Notifications When This Page Is Updated.



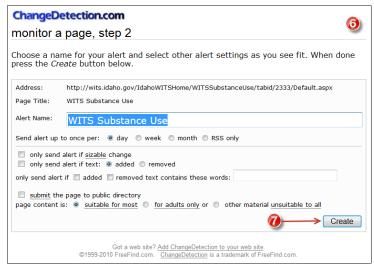


3. Copy and paste the web address from the address bar into the **Page Address** field.

NOTE: If you are in Chrome or Firefox the address will automatically populate.

- **4.** Enter the email you would like notifications sent to in the **Send alert to** field.
- 5. Select Next.
- 6. Update all information to your preferences.
- 7. Select Create.
- **8.** You will receive an email and will need to select a password and agree to the terms and conditions.





Viewing the Changes

- **1.** When the page is updated you will receive an email. Select the <u>link</u> provided.
- **2.** Here you will be able to view the changes.

